

**SANDY CITY**  
**APPROVED POSITION SPECIFICATIONS**

I.	<u>Position Title:</u>	Parks Irrigation Specialist Crew Leader	<u>Revision Date:</u>	12/13
			<u>EEO Category:</u>	Service-Maint.
			<u>Status:</u>	Non-exempt
			<u>Control No:</u>	30614

II. Summary Statement of Overall Purpose/Goal of Position:

Under the close supervision of the Parks Division Head and/or Parks Supervisors, performs skilled work pertaining to risk management, maintenance and construction of City parks, streetscapes, sites, cemetery, Parks and Recreation facilities, City Special Events, Irrigation Systems, Senior Citizen's Center and other green spaces.

III. Essential Duties:

- Perform park safety inspections.
- Supervise and train full time and seasonal employees.
- Program and perform bi-weekly adjustments on irrigation controllers.
- Inspect, adjust and make repairs on sprinkler systems.
- Manually water turf as necessary or instructed.
- Install new sprinkler systems and upgrades to existing sprinkler systems
- Operate various types of heavy, light, and complex equipment used in the maintenance and construction of city parks, the cemetery, and recreation facilities, i.e., ten-wheel dump trucks, backhoes, front end loaders, trenchers, tractors, ATV's, etc.
- May perform any of the following duties: perform landscape construction and maintenance including soil preparation, mowing, aerating, and planting of trees, shrubs, sod, and lawn seed; perform burials;
- Perform set-up and take-down of special events.
- Equipment maintenance: change fluids, sharpen blades, clean plugs, clean filters and repair small engines.
- Keep maintenance records.
- Train seasonal and full-time staff on essential duties of work.

IV. Marginal Duties:

- Perform snow removal.
- Respond to public inquiries.
- Perform other duties as assigned.

V. Qualifications:

**Education:** Requires High School diploma or equivalent; one year training in irrigation system maintenance, construction and management and /or related field.

**Experience:** Requires two years closely related work experience, with at least one year supervisory experience.

**License/ Certification:** Must possess a valid Utah Driver's License; must possess a valid Utah Commercial Driver's License (CDL) within six month of hire; must have CPR Certification.

**Probationary Period:** A one-year probationary period is a prerequisite to this position.

**Knowledge of:** Principles of supervision and planning; tools, machines, and equipment used in the

maintenance and construction of City parks, the cemetery and recreation facilities; OSHA and other federal safety standards; general construction practice and procedures; principles of plant and turf life; proper English usage, spelling and vocabulary.

**Responsibility for:** Great responsibility for the care, condition and use of materials, equipment, and, tools. Responsible for some full-time and/or seasonal employees.

**Communication Skills:** Work and communicate effectively verbally and in writing; contacts with other City departments, furnishing and obtaining information; contacts requiring tact and judgment to avoid friction; frequent contacts involving the carrying out of programs and schedules; outside contact with the public.

**Tool, Machine, Equipment Operation:** Regular use of both light and heavy trucks; frequent use of tractors, backhoes, sandblasters, spray rigs, rotohammer, welding machine and other park maintenance related equipment. Occasional use of a personal computer, fax machine, copy machine and telephone.

**Analytical Ability:** Organize, delegate and establish meaningful goals; establish and maintain effective working relationships with employees and the general public; work independently on assigned projects involving simple research and data collection; report preparation; follow written and verbal instructions.

VI. Working Conditions:

*Physical Demands:* Frequent kneeling, stooping, walking, bending and lifting (up to 50 lbs.); job requires great mental effort and fatigue due to exposure to deadlines, resolution of interpersonal conflicts, etc.

*Work Environment:* Extensive field work in parks and cemetery (90% of work is performed outside); frequent exposure to heat, cold, and wet/humid conditions; constant exposure to excessive noise and vibration; moderate amount of mental effort required; requires some weekend, holiday, and evening work.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSONNEL DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_